

The regular monthly meeting of the Altoona Water Authority Board of Directors was held on Thursday, January 21, 2016 in the board room at the Administrative Office. Mr. Martin called the meeting to order at 9:00 a.m.

### **Roll Call:**

Mr. Lawruk (by phone), Mr. Martin, Mr. Ake, Mr. Schirf and Mr. Neugebauer were present, constituting a quorum in accordance with AWA Bylaws. All AWA Board of Directors meetings are conducted in accordance with the PA Sunshine Laws. AWA Staff representatives attending were, Mark Perry, Gina DeRubeis, Mike Sinisi, Todd Musser, Ron Becher, and Kathy Gabella

### **Approval of the Minutes:**

Mr. Schirf moved on the motion to approve the minutes as written for the December 17, 2015 meeting. Mr. Neugebauer seconded the motion. Mr. Martin called the question. The motion passed with a unanimous vote of 5-0.

### **Unfinished Business:**

1. Mr. Glenn gave a brief update on the Bellwood Dam Improvements Project. He and Mr. Perry attended a meeting in Harrisburg with DEP to review the permitting requirements for this project. The tentative schedule according to the compliance plan for the submission of the permits, plans and specifications is November 30, 2016. Mr. Perry added the typical permit review time is a year however best case scenario being six months. Mr. Perry expects the time frame to be close to a year.

Mr. Glenn stated the geotechnical work is being completed by Ackenheil Engineers in Pittsburgh. Their head engineer was on medical leave for six weeks and just got back to work. The Authority should have the report next month.

Mr. Schirf asked Mr. Perry how the dam inspections were done for the 2015 Annual Summary "By the Numbers" report. Mr. Perry stated the Authority is required by DEP Dam Safety to do dam inspections and the in-house engineering department does actual on-site inspections. Any findings are reported to DEP and if repairs are required, the Authority has to put a timeline in place for the work to be completed.

Mr. Schirf asked that city council be provided the Annual Summary "By the Numbers" report. Mr. Neugebauer agreed and would like to see someone from the Authority be put on city council's agenda to give the public an idea of all the testing being completed. Mr. Martin asked Mr. Schirf to go to a city council meeting with the information. Mr. Schirf will ask to be put on their agenda and make a presentation.

2. Mr. Becher gave an update on the HomeServe program. The first mailing went out December 28, 2015. He stated the impact on the Authority has been minimal with just a few calls. HomeServe has confirmed fifty-eight (58) customers have signed up for the

program. Those fifty-eight (58) customers signed up for eighty (80) policies. HomeServe is happy with the response they're getting.

### **Requisition Approval:**

Mr. Martin asked Mrs. DeRubeis for her Financial Report and the Requisitions/Authorizations. Mrs. DeRubeis then asked for approval of the following requisitions:

1. Requisition #45 Water Division Construction Fund totaling – \$45,380.00
2. Requisition #2015-12 Water Division Capital Project Fund totaling - \$99,931.48

Mr. Ake made a motion to approve the requisitions. Mr. Schirf seconded the motion. Mr. Martin called the question. Motion passed with a vote of 4-0. (Mr. Lawruk had hung up the phone).

Mrs. DeRubeis stated the December statements are not complete but will be mailed to each board member when they are finished.

### **New Business:**

1. Mr. Perry asked Todd Musser, Environmental Services Manager to give a brief overview of the pretreatment program. Mr. Musser explained the pretreatment program was built per EPA regulations. There are areas within the program that need attention to bring equity to everyone. In August the Authority had a pretreatment audit and it was strongly suggested updating the rules and regulations. Mr. Musser is working on overhauling the entire pretreatment program to bring it up to date. Permitting is part of the program and the Authority is working toward getting all industries permitted and treated the same.

Mr. Krier asked Mr. Musser to explain what pretreatment is. Mr. Musser stated pretreatment is to ensure non-residential user's (i.e. food service, light or heavy industries) effluent or materials sent through to the Authority is not detrimental to the system or downstream of the treatment facilities. The idea is to have the industry correct their operations to the point of not impacting the Authority's wastewater plants, or if they do, they would need to pay their fair share through surcharges.

The pretreatment program is under very strict standards by EPA and DEP that must be followed. He stated that if the standards only allow one part of something then the Authority can only allow one part of that to enter the system.

Industrial user surveys will be sent out to all non-residential users to try to get a better handle on where the industrial flows are non-compliant and non-residential flows are coming from. The entire permitting process has been updated to include the new local limits adopted in 2015. There is a lot of sampling and testing to ensure compliance within the limits.

Mr. Musser added he also works with the bio-solids program and does his best to ensure the Authority does not have to pay for it to be hauled away. The bio-solids are applied to four (4) farms in Blair County and they all have been brought into compliance. The Authority is now using bio-solids as a cap and cover fill which is still treated as a landfill material however, the Authority realizes a reduction in cost and no liability. There were over three thousand (3,000) tons of bio-solids hauled away in 2015 with only the cost of the trucks.

The Authority has major inspections from DEP this year for the CSO areas. The rules and operational characteristics will be updated within the next few years. There are two (2) programs within this. One (1) is called the Nine (9) Minimal Controls and the other is the Long Term Control Plan. This will be done to improve and enhance the operations of the combined sewer overflow areas. Todd added the work completed below the Tuckahoe Park area has really improved the Authority's ability to keep the wastewater including the storm water in the system.

Todd also mentioned the rules and regulations. He stated there are areas where money has been spent and not needed such as repeat soil samplings within the bio-solids program. He is also working on receiving the revenues from the municipalities for their share of discharging into the Authority's system per the Inter-municipal agreements.

2. Resolution # 16-01-814 to ratify and confirm the actions of the officers for the creation of the new non-collective bargaining unit job of Assistant Environmental Services Manager and to adopt the new job description of same.

Mr. Perry explained a motion had been passed for the creation of Assistant Environmental Services Manager therefore the resolution is just a formality.

Mr. Neugebauer made a motion to approve resolution # 16-01-814. Mr. Ake seconded the motion. Mr. Martin called the question. Motion passed with a vote of 4-0.

3. Resolution # 16-01-815 for the disposition of the 2008 records.

Mr. Ake made a motion to approve resolution #16-01-815. Mr. Neugebauer seconded the motion. Mr. Martin called the question. Motion passed with a vote of 4-0.

### **Other Business:**

Mr. Schirf asked if the Authority could look into a Graphic Information System (GIS). Mr. Perry and Mr. Sinisi explained the Authority already uses the Geographic Information System (GIS) and we continue to build the system, meaning that we customize the information for our own needs, such as distribution system pipeline and valve locations, collection system manhole locations, etc. This should be complete in a couple of years and then it will just be keeping it updated. Mr. Perry will have Lisa Kleinosky do a power point presentation for the board since several new members have been added since the last presentation.

**Media Questions:**

The board and staff addressed questions from Bill Kibler from the Altoona Mirror.

**Executive Session:**

An executive session was called at 9:56 a.m.

**Adjournment:**

The meeting reconvened at 10:23 a.m. No further business was brought before the Board. The meeting was adjourned at 10:24 a.m. The next meeting will be held on Thursday, February 18, 2016 at 9:00 a.m. in the Board Room at the Administrative Office Building located at 900 Chestnut Avenue.



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Secretary/Assistant Secretary

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